

5-28-1984

## CWU Faculty Senate Minutes - 05/28/1984

Susan Billings

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REGULAR FACULTY SENATE MEETING

May 30, 1984  
Central Washington University

Presiding Officer: Phil Backlund  
Recording Secretary: Susan Billings

ROLL CALL

Senators: All Senators and/or their Alternates were present except for Vance, Schactler, Lillard, Williams and Caine.

Visitors: William Floyd, Don Shupe, Lou Bovos, Rosco Tolman, Keith Richardson, Dean Schliesman

CHANGES TO AGENDA

1. Two items were added to correspondence.
2. The election of Executive Committee members for 1984-85 was added after correspondence.
3. Two items were added to new business.
4. The order of business was rearranged.

APPROVAL OF MINUTES

\*MOTION NO. 2285 It was moved and seconded to approve the minutes of May 16, 1984 with the following corrections and additions:

- Page 3, old business, item 2: Motion no. 2281 (to close debate on the proposed B.S. in Manufacturing Engineering Technology) is incorrectly numbered and should be Motion no. 2283.
- The roll-call vote on Motion no. 2283 was recorded as follows:

AYE: Vifian, Jensen, Caine, Hinthorne, Dean, Pratz, Schactler, Knight, Williams, Lapen, Fouts  
Donovan, Eickhoff, D. Canzler

NAY: Heckart, Dugan, Vance, Harsha, Peterson, Brunner, L. Canzler, Vlcek, Wise, Evans, Lillard, Jacobs, Black, Nylander, Andress, Casey, Keller

- Page 3, old business, item 2: Motion no. 2282 (to extend the meeting) is incorrectly numbered and should be Motion no. 2284.
- The roll-call vote on Motion no. 2278 (to approve the changes in the Manufacturing Engineering Technology Program) was recorded as follows:

AYE: Vifian, Jensen, Caine, Hinthorne, Dugan, Vance, Dean, Harsha, Peterson, Pratz, Schactler, Brunner, Knight, L. Canzler, Vlcek, Wise, Lapen, Williams, Evans, Fouts, Lillard, Jacobs, Black, Andress, Casey, Donovan, Eickhoff

NAY: Heckart, Nylander, Keller, D. Canzler

The motion carried.

CORRESPONDENCE

Lillian Canzler summarized the following correspondence:

1. a letter from Dean Schliesman, dated May 23, 1984, concerning modification of the policy on repeating courses.
2. a letter from Dean Schliesman, dated May 24, 1984, recommending that honors courses be so designated on students' transcripts.

NOMINATIONS/ELECTION OF EXECUTIVE COMMITTEE FOR 1984-85

Nominations were submitted as follows:

Chair Nominees: Phil Backlund

Phil Backlund was elected as Chair.

Vice-Chair Nominees: Ken Harsha

Ken Harsha was elected as Vice-Chair.

Secretary Nominees: Don Black

Don Black was elected as Secretary.

At-Large Nominees: Jay Bachrach  
Kelton Knight  
Robert Mitchell

Jay Bachrach and Robert Mitchell were elected as At-Large officers.

REPORTS1. CHAIR

Chairman Backlund congratulated the Senators on their many accomplishments this year, some of which include:

- significant changes in the Curriculum Policies and Procedures manual;
- modification and approval of International Student Policy;
- establishment of new university admission requirements;
- modification and approval of changes in the B.A. Ed designation;
- approval of policy concerning non-attendance;
- approval of a change in the distribution of Grade Summary Reports;
- review of the structure of the College of Letters, Arts and Sciences;
- approval of the retitling of the Director of Continuing Education to Dean of Extended University Programs;
- approval of changes in the Senate Bylaws;
- approval of thirty pages of curriculum changes, some quite far reaching; and
- approval of many significant changes to the Faculty Code.

Ideas that the Senate declined to consider include:

- formation of a faculty club;
- reorganization of the Senate;
- formation of a committee on standards;
- a new policy on emergency curriculum changes; and
- strengthening of ties among the Faculty Senate Curriculum Committee, the University Curriculum Committee and the Teacher Education Council.

Items of unfinished business which will be taken up next year include:

- updating of the Curriculum Policies and Procedures manual;
- investigation of a change to the semester system;
- revision of the summer session schedule;
- review of evaluation procedures for faculty on split assignments;
- review of load credit allocation;
- the counting of credit/no credit courses toward breadth requirements; and
- changes in the Faculty Code.

General goals for next year include:

- clarification of policies on salary scale, merit, and professional growth;
- increasing recognition for serving in faculty leadership positions;
- more complete response to the needs of faculty;
- maintenance of a flow of communication between the faculty and administration;
- strengthening of CFR and CWU's degree of influence in Olympia; and
- increasing the amount of "informal time" spent in Senate meetings for the consideration of ideas.

Chairman Backlund thanked the members of the Senate, Administration, Standing Committees, and Executive Committee for their consideration and cooperation this year, and

reminded Senators that departmental responses to Vice President Harrington's questions regarding the Academic Plan should be submitted soon for consideration over the summer.

2. RATIFICATION OF 1984-85 FACULTY GRIEVANCE COMMITTEE

Chairman Backlund identified the continuing members of this committee and announced those selected by the Executive Committee as regular and alternate members for next year.

\*MOTION NO. 2286 Bob Dean moved and Don Black seconded a motion to ratify the new Faculty Grievance Committee.

FACULTY GRIEVANCE COMMITTEE 1984-85Regular Members

Pat O'Shaughnessy (1 yr)  
Makiko Doi (2 yrs)  
Laura Appleton (3 yrs)

Alternate Members

David Canzler (1 yr)  
Peter Gries (2 yrs)  
Pearl Douce (3 yrs)

Since Makiko Doi will be on Professional Leave for the 1984-85 academic year, Peter Gries will serve as a regular member during that time. A new alternate member remains to be selected.

The motion to ratify passed by a voice vote, pending selection and ratification of one more alternate member in the fall.

OLD BUSINESS1. BYLAW CHANGE

\*MOTION NO. 2287 Don Black moved and David Canzler seconded a motion to approve the following addition to the Faculty Senate Bylaws:

Section II. Officers of the Senate

C. Powers and Duties

2. Vice-Chairman

" . . . The Vice-Chairman shall serve in the place of the Chairman in the latter's absence. The Vice-Chairman shall also serve as a member of the Council of Faculty Representatives (CFR). In the event . . ."

Chairman Backlund explained the rationale behind the proposed change. CFR members and other Faculty Senate Chairs are striving to strengthen ties among the Faculty Senates, CFR, and the state legislature. Having a Faculty Senate Executive Committee member who is also a CFR member would further this goal. The University of Washington currently follows this procedure, and other state institutions are considering it as well.

Concern was expressed that the Vice-Chairmanship and CFR membership are both very requiring in terms of time and travel, and that it might be difficult to recruit nominees for the Vice-Chairmanship if membership on CFR was also expected. Increased recognition for serving in such a demanding capacity would likely ease this concern.

Chairman Backlund ruled the motion tabled until the first meeting of next year.

*Motion withdrawn - Oct 3, 1984*

NEW BUSINESS1. MODIFICATION OF THE COURSE REPETITION POLICY

Copies of a letter from Dean Schliesman (dated May 23, 1984) were distributed to Senators. The letter indicated that during its meeting on May 18, 1984 the Undergraduate Council approved the following motion to modify the policy on repeating courses:

Any course may be repeated. All grades earned will be used in computing the grade point average. Successful repetition of a course previously passed carries no additional credit, unless otherwise indicated in the course description.

This modification would essentially eliminate the restriction of repeating courses in which a grade higher than a C- was earned and would include each grade earned in computing grade point average.

\*MOTION NO. 2288 Don Black moved and Eric Thurston seconded a motion to approve the policy modification as stated in the letter from Dean Schliesman.

Some Senators felt that by setting a minimum g.p.a. a department communicates the level of performance below which no student may drop in order to successfully complete the program, and that students might take advantage of this policy change by repeating courses for the purpose of artificially inflating their g.p.a.'s. Others felt that the g.p.a. should indeed represent an average of performances, and that the goal of generating expertise would be furthered by allowing students to repeat courses for better grades.

Lou Bovos explained the current policy on course repetition and expressed his view of the transcript as an historical document from which no record of performance should be erased.

\*MOTION NO. 2289 Robert Jacobs moved and David Shorr seconded a motion to refer this issue to the Senate Curriculum Committee for further study. The motion was defeated.

Question was called on Motion no. 2288 (to approve the modification of the policy on repeating courses). The motion carried.

2. TRANSCRIPT DESIGNATION FOR HONORS COURSES

Copies of a letter from Dean Schliesman (dated May 24, 1984) were distributed to Senators. The letter communicated action taken by the Undergraduate Council at its May 22, 1984 meeting. The Council approved the following motion:

The Council recommends to the Faculty Senate that when students complete courses in sections reserved for honors students, their transcripts bear specific designation indicating it as an honors course.

The following questions arose: To exactly which courses would the new policy apply? Could any department designate an honors course and thus have its students' grades include the honors symbol? If the policy applies to courses outside the Douglas Honors College, who would approve the courses?



NEW BUSINESS

2. TRANSCRIPT DESIGNATION FOR HONORS COURSES - continued

\*MOTION NO. 2290 John Vifian moved and Ken Harsha seconded a motion to refer this proposal to the Senate Curriculum Committee for further study and consultation with Lou Bovos and Dean Schliesman. Motion Carried.

REPORTS - continued from page 2

3. ACADEMIC AFFAIRS COMMITTEE

David Shorr reported on the Committee's study of a change to the semester system. The primary concerns of the Academic Affairs Committee with regard to this issue are whether such a change would benefit students, faculty and administration. The Committee feels that they need considerably more information in order to thoroughly investigate the costs and benefits of a change to the semester system.

\*MOTION NO. 2291 David Shorr moved and Roger Fouts seconded a motion that the Senate adopt the following resolution:

Inasmuch as the legislature and the CPE will be the final arbiters of any major shift of academic calendars from the quarter system to the semester system, we believe the following steps to be an appropriate Faculty Senate response to the administration's request for a study of the costs and benefits of such a change:

Request that the administration designate an office to compile a file of substantive information on the comparative advantages and disadvantages for students and faculty that will include at least the following:

1. A survey of Educational and Learning Theory literature with the goal of listing the merits and demerits of each type of system for each of the groups that would be affected by such a change;
2. A survey of GWU students and faculty regarding their perceptions of the merits and demerits of each;
3. A survey of findings of other institutions that have made, or have contemplated making, a switch from quarters to semesters, or vice versa; and
4. Request that a national testing service, such as the Educational Testing Service, supply information from its files regarding the relative performance on standardized tests of students educated under each of the two systems.

The compiled information should be made available to the Faculty Senate for review and their recommendations regarding any major changes in the academic calendar.

The motion carried.

The request from Dean Schliesman regarding changing the honors graduation criteria will be passed on to next year's Academic Affairs Committee.

4. BUDGET COMMITTEE

Rosco Tolman recommended on behalf of the Budget Committee that the Senate request a change in the delineation of professional growth steps on the salary scale.

\*MOTION NO. 2292 Rosco Tolman moved and Eric Thurston seconded a motion that for each salary category that four (4) steps be added to those presently available through professional growth. The motion carried.

Rosco Tolman recommended on behalf of the Budget Committee that no percentage figure be given in the Faculty Code as either a minimum or a maximum amount of money to be used for merit.

The Budget Committee feels that the Code should be a statement of policy and philosophy rather than a document that has to be changed every year to meet Legislative mandates, and that the Senate body is capable on a year by year basis of making a recommendation and through them to the Board of Trustees as to the disposition of the salary funds available during any given year.

*to the administration*

## REPORTS - continued

## 5. CURRICULUM COMMITTEE

\*MOTION NO. 2293 Robert Jacobs moved and Don Black seconded a motion to approve the curriculum changes listed on pages 674-677 of the University Curriculum Committee minutes, excluding the course addition of Ed 322 and the program changes involving the B.A. in Education.

The motion carried and the approved curriculum changes are as follows:

page 674	Course Addition - COM 357	page 676	Course Addition - JAPN 298
	Course Addition - HIST 485.1		Course Additions - JAPN 151,152,153
	Course Addition - ENG 514		Course Additions - JAPN 251,252,253
	Course Addition - ENG 515	page 677	Course Addition - ED 308
	Course Addition - ENG 516		Course Change - ED 409 to ED 309
page 675	Program Change- Geology		(3 changes)
	Earth Science Major		Program Change - Religious Studies
	Course Addition - MUS 322		Program Change - BA Philosophy Major
	Course Addition - S ED 482		w/Religious Studies
	Course Addition - S ED 489		concentration
	Program Change - Driver and		Course Addition - TIE 273
	Traffic S ED Minor		Course Addition - ELT 379
page 676	Course Addition - JAPN 498		Course Addition - ELT 470
	Course Addition - JAPN 496		Course Addition - ELT 477

\*MOTION NO. 2294 Robert Jacobs moved and Don Black seconded a motion to approve the course addition of Education 322 (The Teaching of Children's Literature, 3 credits).

\*MOTION NO. 2295 John Vifian moved and David Canzler seconded a motion to table Motion no. 2294  
Motion carried.

## 6. CODE COMMITTEE

Beverly Heckart reviewed the proposed changes to the Faculty Code as listed in the Code Committee Report dated May 30, 1984. Copies of this report were distributed to Senators.

\*MOTION NO. 2296 At 4:55 p.m. John Agars moved and Kelton Knight seconded a motion to extend the meeting until 5:15 p.m.. Motion carried.

\*MOTION NO 2297 Beverly Heckart moved and Lillian Canzler seconded a motion that the Senate approve all proposed changes listed in the Code Committee Report with the exception of those changes involving section 8.40 and section 8.80.

Discussion followed.

\*MOTION NO. 2298 At 5:12 p.m. Beverly Heckart moved and John Dugan seconded a motion to extend the meeting until 5:30 p.m.. Motion carried.

Question was called on Motion no. 2297. The motion passed by a voice vote and the approved changes are as follows:

*Explanatory note: All motions approved refer to the new format of the Code (passed by the Faculty Senate on 4/4/84). Underlined passages indicate new material. Double parentheses indicate deletions.*

p. 3	1.15C	<u>Sentence added to current section: A current copy of the Code shall be provided each new faculty member following acceptance of an offer of employment with the university.</u>
p. 10	3.25B New	<u>The Faculty Senate shall create ad hoc committees as provided in its bylaws.</u>
p. 12	4.30B Change	... according to these minimal standards. ((, and provided that e)) <u>Evaluation of professional academic experience ...</u>
p. 16	4.70 New introduction	<u>Non-ranked Appointments, Lecturers, Senior Instructors, Adjuncts Lecturers, senior instructors, or adjuncts may be appointed by the Board of Trustees upon recommendation of an academic department, and the appropriate academic administrators and the president when, in the judgement of the department, such appointments are desirable to help the department meet teaching loads.</u>

## REPORTS

## 6. CODE COMMITTEE - continued (Code changes approved by passage of Motion no. 2297)

- p.21 5.15B  
Change ... and should be exercised only after careful consideration of the faculty member's scholarly qualifications, teaching ability, character, and other qualifications such as public service specifically related to the university's needs.
- p.27 6.10  
New Assignment--Initial  
Assignment differs from appointment in that a faculty member is appointed to a rank or designation in the university and is subject to change only by promotion. Usually a faculty member is assigned to one department. The faculty member's assignment may vary depending on preparation and needs of the university.
- p. 27 6.15  
New Change of Assignment  
A. Faculty members may be assigned duties other than those of their original appointments and outside their initial departments or programs. Such assignments may include duties in off-campus programs.  
B. The terms of such assignment shall be made in writing.  
C. A faculty member whose change of assignment involves duties in two or more departments shall assume advising, office hours, and other noninstructional work according to the percentage of load in each department.
- p. 29 7.20 Faculty Load--Instructional Faculty Members (section A)  
*Second sentence changed as follows:*  
This is to allow ~~note~~ time for faculty to produce research, or works of scholarship or artistic merit and to prepare for ~~note~~ ~~advised~~ classes.  
*Otherwise the section remains unchanged.*
- p.32 7.30B  
Change Consulting and other outside work of a professional nature, ~~including~~ excluding teaching, ... *Rest of section remains unchanged.*
- p.29 7.30E *New Section:*  
All full time faculty members shall receive approval from the appropriate chair or dean before contracting to teach at another institution during the academic year. Summer school teaching, when not employed at CWU, is not governed by this requirement.
- p.37 8.48 Delete section A. (B becomes A, C becomes B, etc.)
- p.39 8.65  
Change D. Individual ~~each~~ faculty members should annually complete a standard Professional Record form, supplied by the vice president for academic affairs, ((file a yearly record of)) recording their services to the institution and their professional activities and file it with the appropriate chair and dean as part of their permanent record. These files are examined carefully when promotions and merit increases are considered, and are useful when candidates for special academic assignments are being sought.  
E. The faculty member's updating and submission of his/her Professional Record shall be applicable to the consideration of professional growth, merit, and promotion.
- p.39 8.66A  
Change 3. Special services to the university, to the public or community, ~~of~~ to students or to one's profession.  
*((Substantiated evidence must be supplied for each of the above criteria.))*

REPORTS6. CODE COMMITTEE - continued (Code changes approved by passage of Motion no.2297)p.39 8.66B *New Section:*A faculty member considered for professional improvement may be requested to supply evidence for each of the above criteria.

8.66C (old B)

8.66D (old C)

8.66E Years of service must be considered but are not in and of themselves sufficient grounds for promotion, merit, or professional growth. (This is old D.)  
*Change*p.41 8.75B Procedure8.75B1 *Remains unchanged except for the deletion of the last sentence:*

((Should a department not have a Personnel Committee, the chairperson may submit his or her Professional Record directly to the appropriate dean.))

8.75B2 *Delete the first sentence:*

((At each level--department, dean, vice president for academic affairs and president--all material submitted for consideration shall be reviewed regardless of whether the faculty member has been recommended or not.))

8.75B2,3,4 *Delete the following sentence:*

((The folders of those faculty members who are not being recommended will be transmitted without comment.))

*The rest of sections 8.75B 2,3,4 remains the same.*8.75B5 *Delete the following sentence:*

((All material submitted for merit consideration shall be available to the Board of Trustees for their examination if they so wish, regardless of whether the faculty member has been recommended or not.))

*Rest of section remains unchanged.*8.75B6 *New section:*At each level--department, dean, vice president for academic affairs, and president--all material submitted for consideration shall be reviewed. Faculty members not recommended at one level will have the option to request that their folders be transmitted to the next level of review.*The rest of section 8.75 remains unchanged & becomes 8.75B 7&8.*p.43 8.85 Ad Hoc Personnel Committees--Joint Appointments and Assignments... judging faculty members who have ((dual)) joint outside their respective departments or academic sections. Each ad hoc committee will consist of five (5) members of the faculty appointed by the vice president for academic affairs. The committees shall consist of two (2) academic department chairs, one of whom shall be from the faculty member's original department. At least two of the remaining three members of the committee shall be knowledgeable in the fields in which the faculty member is assigned.*Rest of section remains unchanged.*p.52 9.85 Annual Leave--Twelve-Month Appointments*Delete section 9.85 C.*p.52 9.92 Phased Retirement Policy (*Explanatory note*)*This section incorporates into the Code all of the Phased Retirement Policy, with two changes passed by the Senate on April 18, 1984 and May 2, 1984.*

REPORTS6. CODE COMMITTEE - continued (Code changes approved by passage of Motion no. 2297)

- p.55 10.10B *Change second sentence to read:*  
 The principal administrator, the vice president for academic affairs or the president shall mail to the faculty member so charged a copy of the charges within ((five (5))) ten (10) working days of their receipt.  
*Rest of section remains unchanged.*
- p.60 11.i0 ((Termination for)) Release of Contract-- Medical Reasons  
*Change:*  
 ((Termination))Release by the university of a tenured appointment, ...
- p.69 12.25 Grievance Procedure((--Personnel Coverage))  
*Add to end of section:*  
The Faculty Grievance Committee shall decide the issue of similarity and identity of complaints.  
*Rest of section remains unchanged.*
- p.71 13.10E *Change:*  
 ... ((Each party shall have the privelege)) Within ten (10) working days after the filing of a petition, each party shall have the privelege of one challenge of the grievance committee's membership without stated cause and unlimited challenges for stated bias or interest. A majority of the grievance committee members must be satisfied that the challenged member cannot hear the issue impartially before the member is disqualified.
- p.72 13.10I & J *Change:*  
 ... ((five (5))) ten (10) working days . . .  
*Rest of section remains unchanged.*
- p.73 13.20L *Change:*  
 ... ((five (5))) ten (10) working days . . . (Change occurs twice in 13.20L)  
*Rest of section remains unchanged.*
- p.73 13.20M *Change:*  
 ...((five (5))) ten (10) working days . . . (rest remains unchanged)
- p.78 Ch. 14  
*Explanatory note* The Code Committee has withdrawn all changes suggested for sections 14.10, 14.15, 14.20, and 14.25. The chapter will be titled Selection of Department Chairs.
- p.80 15.20D Summer ~~appointments~~ salaries are prorated according to load. ~~and of salary~~  
*Change:*
- p.80 15.30 *New:* Unless otherwise provided in this code, the salaries for regular university faculty teaching at least twelve credits during the full summer session, in addition to their regular academic contract year, shall be 2/9 of the salary for the previous academic contract year.  
Salary shall be prorated for a partial load based on credits taught.



## REPORTS

6. CODE COMMITTEE - continued

\*MOTION NO. 2299 Beverly Heckart moved and Lillian Canzler seconded a motion to approve the proposed changes to section 8.40 and section 8.80 as presented in the Code Committee Report dated May 30, 1984.

The motion carried and the approved changes are as follows:

p.36 8.40 *Change - Introductory paragraph:*

The salary of a faculty member may be changed as a result of any one or a combination of four (4) types of actions. Subject to the availability of funds during any biennium and to the mandates of the State Legislature and/or the Governor the following descending order of priority for the four (4) types of actions shall be observed as yearly salary increases are considered, provided that up to normally ten (10) percent of all available funds may be designated by the Board of Trustees in any year for merit increases; the Faculty Senate may consent to the expenditure of more than ten (10) percent for merit.

p.42 8.80

*New Section:*

A. Criteria. Professional growth steps are awarded annually in recognition of growth. The award of professional growth is not automatic. Professional growth steps are awarded in recognition of effective performance.

In order to attain professional growth, a faculty member must be making a professional contribution to the university. Professional growth will only be awarded if the faculty member is an effective teacher and adequately performs the routine departmental, school, and/or university chores, such as advising, registration duties, meeting representation, and committees as assigned.

B. Procedures

1. Each year, all faculty members, excluding those who receive promotion and including those who receive merit, are eligible for professional growth, within the limits on the salary scale associated with their ranks.
2. Consideration of the Professional Record for professional growth will be based on the activities for the period following the previous award of a professional growth step (normally one year).
3. Consideration of a faculty member for professional growth shall occur within departments simultaneously and in accordance with the procedures applicable to the consideration for merit. Consideration shall occur as provided in the Academic Calendar.
4. Any faculty member not receiving a professional growth award when monies for such awards are available shall receive an explanation for the lack of an award from the appropriate dean at his/her request.
5. The contributions recognized for professional growth may be used cumulatively as evidence first for merit and eventually for promotion.

\*MOTION NO. 2300 Beverly Heckart moved and John Dugan seconded a motion to approve the proposed changes to section 8.40A. The motion carried and the changes are as follows:

p.36 8.40A  
*Change:*

Promotions in rank, provided that a faculty member promoted during any given biennium receive at least the current minimum salary for ~~his~~ the new rank and a salary increase of ~~one (1)~~ two (2) steps on the salary scale ((in addition to a step increase or a professional growth award)); provided further that if the ((person's)) promotion comes at a time of a scale adjustment, the faculty member shall benefit from the scale adjustment ((and provided further that the faculty member shall not be eligible for both a promotion increase (one step) and a regular step increase (one step))).

The meeting was adjourned at 5:25 p.m..

FACULTY SENATE REGULAR MEETING

3:10 p.m., Wednesday, May 30, 1984

SUB 204 - 205

- I. ROLL CALL
- II. CHANGES TO AGENDA
- III. APPROVAL OF MINUTES - May 16, 1984
- IV. CORRESPONDENCE
- V. REPORTS
  - 1. CHAIR
  - 2. ACADEMIC AFFAIRS COMMITTEE
  - 3. BUDGET COMMITTEE
  - 4. CODE COMMITTEE
    - 1. Consideration of all proposed changes to the Faculty Code not voted on as of May 16, 1984
  - 5. CURRICULUM COMMITTEE
    - 1. Pages 674-676 (UCC minutes)
  - 6. PERSONNEL COMMITTEE
- VI. OLD BUSINESS
  - 1. By-law change
- VII. NEW BUSINESS
- VIII. ADJOURNMENT



5-30-84

Don Shupe

W. D. Floyd

Lou Bows

Roscoe Tolma

Keith Richardson

Clayton Denman?

George? Grossman

Carlton?

Schlesman

## ROLL CALL

## Faculty Senate Meeting

Date

5/30/84

SENATORALTERNATE

✓ John AGARS  
 ✓ Joel ANDRESS  
 ✓ Phil BACKLUND  
 ✓ Don BLACK  
 ✓ Gerald BRUNNER  
 David CANZLER  
 ✓ Lillian CANZLER  
 ✓ ~~Jim CASSIDY~~ Jeff Casey

\_\_\_\_\_ Gary GALBRAITH  
 \_\_\_\_\_ John RESSLER  
 \_\_\_\_\_ John FOSTER  
 \_\_\_\_\_ Ron CAPLES-OSORIO  
 \_\_\_\_\_ Bob WIEKING  
 \_\_\_\_\_ Mark HALPERIN  
 \_\_\_\_\_ Larry WALD

✓ Robert DEAN  
 ✓ John DUGAN  
 ✓ Clinton DUNCAN  
 ✓ Henry EICKHOFF  
 ✓ Betty EVANS  
~~Carol FITZGERALD~~ Mike Cann

\_\_\_\_\_ Barney ERICKSON  
 \_\_\_\_\_ Russell HANSEN  
 \_\_\_\_\_ Richard Hasbrouck  
 \_\_\_\_\_ Ray WHEELER  
 \_\_\_\_\_ Jim HAWKINS

✓ Roger FOUTS  
 ✓ Ed GOLDEN  
 ✓ Ken HARSHA  
 ✓ Beverly HECKART  
 ✓ Jim HINTHORNE  
 ✓ Robert JACOBS  
 ✓ Richard JENSEN  
 Chester KELLER  
 ✓ Kelton KNIGHT  
 ✓ Bob LAPEN  
 Clair LILLARD  
 ✓ Robert MITCHELL  
 ✓ Jim NYLANDER  
 Jim PETERSON  
 ✓ Owen PRATZ  
 Carolyn SCHACTLER  
 ✓ David SHORR  
 ✓ Eric THURSTON  
 Bill VANCE  
 ✓ John VIFIAN  
 ✓ Charles VLCEK  
 ✓ Don WISE  
 Tom YEH

\_\_\_\_\_ Larry SPARKS  
 \_\_\_\_\_ Larry BUNDY  
 \_\_\_\_\_ Wayne KLEMIN  
 \_\_\_\_\_ Larry LOWTHER  
 \_\_\_\_\_ Don RINGE  
 \_\_\_\_\_ Jim BROWN  
 \_\_\_\_\_ Timothy STRONG  
 ✓ Jay BACHRACH  
~~E.E. BILYEU~~ Rosco TOLMAN  
 \_\_\_\_\_ John CARR  
 \_\_\_\_\_ Herbert BORBE  
 \_\_\_\_\_ Stan SORENSON  
 ✓ Clayton DENMAN  
 \_\_\_\_\_ Frank Nelson  
 \_\_\_\_\_ David GEE  
 \_\_\_\_\_ Joe SCHOMER  
 \_\_\_\_\_ Pat O'SHAUGHNESSY  
 \_\_\_\_\_ Erlice KILLORN  
 \_\_\_\_\_ Ned TOOMEY  
 \_\_\_\_\_ Bill CRAIG  
 \_\_\_\_\_ Wells McINELLY  
 ✓ Ann DONOVAN

\_\_\_\_\_ Steve Williams

Central  
Washington  
University



Dean of Undergraduate Studies

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(509) 963-1403

May 23, 1984

RECEIVED

MAY 25 1984

FACULTY SENATE

Phil Backlund  
Chair  
Faculty Senate  
CWU Campus

Dear Dr. Backlund:

The purpose of this letter is to transmit action taken by the Undergraduate Council during its meeting on May 8, 1984. The following motion to modify the policy on repeating courses was approved.

Any course may be repeated. All grades earned will be used in computing the grade point average. Successful repetition of a course previously passed carries no additional credit, unless otherwise indicated in the course description.

This modification essentially eliminates the restriction of repeating courses in which a grade higher than C- was earned. Members of the Council were convinced by the following arguments advanced by Mr. Bovos, Registrar.

1. Some faculty have authorized grade changes from C to C- in order to allow a student to repeat a course.
2. Under present policy, teacher education students who have earned all C's or C+'s in the General Education Program have no way of improving their g.p.a. Yet, a 2.5 is required in general education for admission to the teacher education program.

I join the Council in recommending the Senate approve the policy change, and that it be implemented fall, 1985 with the 1985-87 edition of the catalog.

Sincerely,

Donald M. Schliesman  
Dean of Undergraduate Studies

rd

cc: Vice President Harrington  
Mr. Bovos

Central  
Washington  
University



Dean of Undergraduate Studies

Bouillon 2071  
Ellensburg, Washington 98926

(509) 963-1403

May 24, 1984

*to Curric Com*

Phil Backlund  
Chair, Faculty Senate  
Central Washington University  
Campus

Dear Dr. Backlund:

The purpose of this letter is to transmit action taken by the Undergraduate Council during its meeting on May 22. The following motion was approved.

The Council recommends to the Faculty Senate that when students complete courses in sections reserved for honor students, their transcripts bear specific designation indicating it as an honors course.

The concept was proposed by Professor Warren Street and was justified on the basis that "honors" courses are a great deal more demanding than conventional offerings. The Council members agreed with him and I join them in urging Senate approval of this action.

Mr. Bovos, the Registrar, has indicated his support of the idea and has said that there are no technical barriers to implimenting it Fall, 1984.

Sincerely,

Donald M. Schliesman  
Dean of Undergraduate Studies

rd

cc: Vice President Harrington  
Professor Warren Street  
Mr. Bovos

RECEIVED  
MAY 29 1984  
FACULTY SENATE

30  
5/16/84

By-Law Change

Section II. Officers of the Senate

C. Powers and Duties

2. Vice-Chairman

" . . . The Vice-Chairman shall serve in the place of the Chairman in the latter's absence. The Vice-Chairman shall also serve as a member of the Council of Faculty Representatives (CFR). In the event . . . . "

April 19, 1984

674

CURRICULUM PROPOSALS APPROVED BY THE UNIVERSITY  
CURRICULUM COMMITTEE AND FORWARDED TO THE SENATE

COMMUNICATION

COURSE ADDITION

COM 357. Scriptwriting (2). Introduction to the process of designing film, television, slide/tape, multi-image, and filmstrip programs. Preparation of treatments, storyboards, and scripts for each medium.

HISTORY

COURSE ADDITION

HIST 485.1. A Global Approach to Local History (5). A comparative study of communities in the United States and selected foreign countries. Students will also become acquainted with the use of local source materials.

ENGLISH

COURSE ADDITIONS

ENG 514. Advanced Studies in English Literature (4). Prerequisite: ENG 512. Course content identified by title in the University Class Schedule. May be repeated for credit under different titles. May be taught conjointly with such upper division courses as ENG 350, 351, 355, 361, 362, 370, 371, 372, 373, 410.

ENG 515. Advanced Studies in American Literature (4). Prerequisite: ENG 512. Course content identified by title in the University Class Schedule. May be repeated for credit under different titles. May be taught conjointly with such upper division courses as ENG 376, 377, 378, 380, 411.

ENG 516. Advanced Studies in English Language (4). Prerequisite: ENG 512. Course content identified by title in the University Class Schedule. May be repeated for credit under different titles. May be taught conjointly with such upper division courses as ENG 320, 322, 413.



May 3, 1984

675

CURRICULUM PROPOSALS APPROVED BY THE UNIVERSITY  
CURRICULUM COMMITTEE AND FORWARDED TO THE SENATE

NOTE: To avoid repetition and reduce the workload, only course titles of deletions and additions, and names of program additions and changes will be listed below. For more information, please consult your copy of the minutes. Thank you.

GEOLOGY - Unfinished business from last meeting.  
PROGRAM CHANGE

MAJOR AS IT APPEARS NOW:

	Credits
GEOG 388, Climatology	05
GEOL 145, Physical Geology	04
GEOL 145.1, Physical Geol Lab	01
GEOL 146, Historical Geol	05
GEOL 340, Intro to Petrology	05
GEOL 350, Northwest Geol	03
GEOL 386, Geomorphology	05
SCED 324, Science Ed in the Secondary School	05
PHYS 201, The Sky	03
PHYS 202, Astronomy	05
Approved electives in Geology, Geography, Biological Sci	05-10
	46-51

MAJOR AS PROPOSED:

	Credits
GEOG 388, Climatology	05
GEOL 145, Physical Geology	04
GEOL 145.1, Physical Geol Lab	01
GEOL 146, Historical Geol	05
GEOL 340, Intro to Petrology	05
GEOL 350, Northwest Geol	03
GEOL 386, Geomorphology	05
SCED 324, Science Ed in the Secondary School	05
PHYS 201, The Sky	05
OR	
PHYS 202, Astronomy	05
Approved electives in Geology, Geography, Biological Sci	10
	48

MUSIC

COURSE ADDITION

MUS 322. Basic Music Skills for Teachers (2).

SAFETY EDUCATION

COURSE ADDITION

S ED 482. Teaching Traffic Safety Education: In-Car (3)

PROGRAM CHANGE

DRIVER AND TRAFFIC SAFETY EDUCATION MINOR

COURSE ADDITION

S ED 489. Occupational Safety Services (3).



May 10, 1984

676

CURRICULUM PROPOSALS APPROVED BY THE UNIVERSITY  
CURRICULUM COMMITTEE AND FORWARDED TO THE SENATE

FOREIGN LANGUAGE  
COURSE ADDITIONS

JAPN 498. Special Topics (1-6)

JAPN 496. Individual Study (1-6). Prerequisite, permission of instructor.

JAPN 298. Special Topics (1-6)

JAPN 151, 152, 153. First Year Japanese (5,5,5)

JAPN 251, 252, 253. Second Year Japanese (5,5,5)

May 17, 1984

677

CURRICULUM PROPOSALS APPROVED BY THE UNIVERSITY  
CURRICULUM COMMITTEE AND FORWARDED TO THE SENATE

excluded  
from  
motion #  
2292

**EDUCATION**

**COURSE ADDITIONS** (SEE DESCRIPTIONS IN YOUR COPY OF THE MINUTES)

**ED 322.** The Teaching of Children's Literature (3). - *withdrawn by Education Dept.*

*5/30* **ED 308.** Reading I (3).

*5/30* **COURSE CHANGE**

**ED 409 to ED 309 (3 changes)**

Excluded  
from  
motion #  
2292

**PROGRAM CHANGES**

**BACHELOR OF ARTS IN EDUCATION**

**ELEMENTARY SCHOOL PROFESSIONALIZED SUBJECTS MINOR**

*passed by Senate  
10/31/84 motion #*

**PREPARATION REQUIREMENTS FOR ELEMENTARY SCHOOL LEVEL**

*(program I: BA Ed)  
passed by Senate 10/17/84  
motion #311*

**PROGRAM IV**

**BACHELOR OF ARTS IN EDUCATION**

**ELEMENTARY EDUCATION MAJOR**

*} withdrawn by Education  
Dept.*

*5/30* **RELIGIOUS STUDIES**

**PROGRAM CHANGE**

*5/30* **BACHELOR OF ARTS**

**PHILOSOPHY MAJOR WITH RELIGIOUS STUDIES CONCENTRATION**

**TECHNOLOGY AND INDUSTRIAL EDUCATION**

**COURSE ADDITIONS**

*5/30* **TIE 273.** Network Analysis (4)

*5/30* **ELT 379.** Process Control (3)

*5/30* **ELT 470.** Optical Communication (3)

*5/30* **ELT 477.** Robotics (3)

\* See UCC minutes (5/17/84) page 3 for correction of typo  
when considering Program Changes in Ed (above)

## Proposed Changes

- p. 3 1.15 G. As a general rule, board, president, faculty senate and faculty action on the code shall be completed within the regular academic year, as defined in Section ((1.03))4.35 of this Faculty Code. This is to allow the president's office to issue an updated code on September 1 of each year, and to cause all action on code revision to take place during the academic year. A current copy of the Code shall be provided each new faculty member following acceptance of an offer of employment with the university.
- p. 10 3.25 B. The Faculty Senate shall create ad hoc committees as provided in its Bylaws.
- p. 12 4.30 B. The following are regarded as the minimum qualifications for rank and it is recognized that at any given time, a significant number of faculty members will qualify for promotion according to these minimal standards.((, and provided that e))Evaluation of professional academic experience shall be at the discretion of the vice president for academic affairs, subject to the grievance procedures of this code:
- p. 16 4.70 Non-ranked Appointments, Lecturers, Senior Instructors, Adjuncts  
Lecturers, senior instructors, or adjuncts may be appointed by the Board of Trustees upon recommendation of an academic department, the appropriate academic administrators and the president when, in the judgement of the department, such appointments are desirable to help the department meet teaching loads.
- p. 21 5.15 B. ... and should be exercised only after careful consideration of the faculty member's scholarly qualifications, teaching ability, character, and other qualifications such as public service specifically related to the university's needs.
- p. 27 6.10 Assignment--Initial  
Assignment differs from appointment in that a faculty member is appointed to a rank or designation in the university and is subject to change only by promotion. Usually a faculty member is assigned to one department. The faculty member's assignment may vary depending upon preparation and needs of the university.



p.27 6.15 Change of Assignment

- A. Faculty members may be assigned duties other than those of their original appointments and outside their initial departments or programs. Such assignments may include duties in off-campus programs.
- B. The terms of such assignment shall be made in writing.
- C. A faculty member whose change of assignment involves duties in two or more departments shall assume advising, office hours, and other noninstructional work according to the percentage of load in each department.

p.29 7.20 Faculty Load--Instructional Faculty Members

- A. Central Washington University seeks to maintain teaching loads averaging twelve (12) contact hours. This is to allow more time for faculty to produce research, or works of scholarship or artistic merit and to prepare for ~~with advanced~~ classes. The load assignment policies listed below are geared to this assumption and the understanding that faculty members with primarily instructional responsibilities normally engage in a variety of professional activities in connection with the performance of their duties at the university.

- p.32 7.30 B. Consulting and other outside work of a professional nature, including ~~excluding~~ teaching, not a part of the official duties of members of the faculty at Central, shall require approval in advance by the appropriate dean and the vice-president for academic affairs on recommendation of the appropriate department chair, if such consulting and outside work will interfere with the performance of the individual's assigned duties (meeting classes as scheduled, etc.).

- NEW SECTION C. All full time faculty members shall receive approval from the appropriate chair or dean before contracting to teach at another institution during the academic year. Summer school teaching, when not employed at CWU, is not governed by this requirement.

D. (old C)

E. (old D)

p.36 8.40 Suggested Change - Introductory paragraph

The salary of a faculty member may be changed as a result of any one or a combination of four (4) types of actions. Subject to the availability of funds during any biennium and to the mandates of the State Legislature and/or the Governor, the following descending order of priority for the four (4) types of actions shall be observed as yearly salary increases are considered, provided that up to normally ten (10) percent of all available funds may be designated by the Board of Trustees in any year for merit increases; the Faculty Senate may consent to the expenditure of more than ten (10) percent for merit.



- p.36 8.40 A. Promotions in rank, provided that a faculty member promoted during any given biennium receive at least the current minimum salary for ~~his~~ the new rank and a salary increase of ~~one (1)~~ two (2) steps on the salary scale ((in addition to a step increase or a professional growth award)); provided further that if the ((person's)) promotion comes at a time of a scale adjustment, the faculty member shall benefit from the scale adjustment ((; and provided further that the faculty member shall not be eligible for both a promotion increase (one step) and a regular step increase (one ~~step~~)).

p.37 8.48

Salary Policies for Miscellaneous Appointments

Specific salary policies relating to a variety of appointments or types of appointments are as follows:

Delete section A

(B becomes A)

(C becomes B)

etc.

~~A. The salaries of principal/administrative/officers included in section 1(1.01)2.10 of the Faculty Code shall be recommended to the Board of Trustees by the president of the university and shall be established in relationship to salaries in comparable states.~~

- p.39 8.65 D. Individual ~~each~~ faculty members should annually complete a standard Professional Record form, supplied by the vice president for academic affairs, ((file a yearly record of)) recording their services to the institution and their professional activities and file it with the appropriate chair and dean as part of their permanent record. These files are examined carefully when promotions and merit increases are considered, and are useful when candidates for special academic assignments are being sought.
- E. The faculty member's updating and submission of his/her Professional Record shall be applicable to the consideration of professional growth, merit, and promotion.

- p.39 8.66 A. The following criteria indicate important qualities or areas in which professional improvement and competence are evaluated:

1. Teaching effectiveness,
2. Scholarliness and productivity,
3. Special services to the university, to the public or community, ~~or~~ to students or to one's profession.

((Substantiated evidence must be supplied for each of the above criteria.))

- New Section\* B. A faculty member considered for professional improvement may be requested to supply evidence for each of the above criteria.

C. (old B)

D. (old C)

- E. Years of service must be considered but are not in and of themselves sufficient grounds for promotion, merit, or professional growth.

(old D)



1.41 8.75 B. Procedure

1. Faculty members are responsible for preparing their own Professional Records for submission for consideration for a merit increase. While faculty members are free to submit such material in the Professional Record as they deem pertinent, consideration for merit should and will be focused on accomplishments achieved since a faculty member's last promotion or merit award.

The Professional Record, along with such other documentation as is pertinent to the case, is to be submitted to the appropriate chair and/or departmental personnel committee by the established deadline date for a given year. (See Academic Calendar for submission dates.) ((Should a department not have a Personnel Committee, the chairperson may submit his or her Professional Record directly to the appropriate Dean.))

2. ((At each level--department, dean, vice president for academic affairs and president--all material submitted for consideration shall be reviewed regardless of whether the faculty member has been recommended or not.))

After departmental review, the list of those recommended for merit will be transmitted to the dean. The folders of those faculty members who are not being recommended will be transmitted without comment.

3. The dean, after consultation with department chairs or program directors, shall submit his or her recommendations in priority sequence by unit (college, school or library) to the vice president for academic affairs. ((The folders of those not being recommended shall be submitted without comment.))

4. The vice president for academic affairs will prepare a final priority list for the university for submission to the president after consulting with the appropriate deans. ((The folders of those not being recommended shall be transmitted without comment.))

5. After appropriate consultation with the vice president for academic affairs and the deans, the president will present a final list of recommendations for merit to the Board of Trustees with a brief statement of the reasons for the recommendation.

((All material submitted for merit consideration shall be available to the Board of Trustees for their examination if they so wish, regardless of whether the faculty member has been recommended or not.))

6. At each level-- department, dean, vice president for academic affairs, and president-- all material submitted for consideration shall be reviewed. If a faculty member is not recommended at one level he will have the option to request that his folder be transmitted to the next level of review.

7. The reasons for granting merit will be made public to exemplify what is valued by the university.

8. Departments, deans and the vice president for academic affairs shall observe the deadlines for submission of merit recommendations posted in the Academic Calendar.



p.42 8.80 A. Criteria. Professional growth steps are awarded annually in recognition of growth. The award of professional growth is not automatic. Professional growth steps are awarded in recognition of effective performance.

In order to attain professional growth, a faculty member must be making a professional contribution to the university. Professional growth will only be awarded if the faculty member is an effective teacher and adequately performs the routine departmental, school, and/or university chores, such as advising, registration duties, meeting representation, committees as assigned.

B. Procedures

1. Each year, all faculty members, excluding those who receive promotion and including those who receive merit, are eligible for professional growth, within the limits on the salary scale associated with their ranks.
2. Consideration of the Professional Record for professional growth will be based on the activities for the period following the previous award of a professional growth step (normally one year).
3. Consideration of a faculty member for professional growth shall occur within departments simultaneously and in accordance with the procedures applicable to the consideration for merit. Consideration shall occur as provided in the Academic Calendar.
4. Any faculty member not receiving a professional growth award when monies for such awards are available shall receive an explanation for the lack of an award from the appropriate dean at his/her request.
5. The contributions recognized for professional growth may be used cumulatively as evidence first for merit and eventually for promotion.

p.43 8.85 Ad Hoc Personnel Committees--Joint Appointments and Assignments

Ad hoc personnel committees shall be appointed as necessary to assist the vice president for academic affairs in judging faculty members who have ((dual)) joint assignments outside their respective departments or academic sections. Each ad hoc committee will consist of five (5) members of the faculty appointed by the vice president for academic affairs. The committees shall consist of two (2) academic department chairs, one of whom shall be from the faculty member's original department, and one other member of the person's original department. At least two of the remaining three members of the committee shall be knowledgeable in the fields in which the faculty member is assigned.

The committee shall make recommendations regarding promotion (and tenure, retention and merit increases) for each assigned faculty member exactly as though it were their department. The ordinary administrative procedures regarding promotions shall be followed with respect to each ad hoc committee as though it were a department.



.50 9.55 Short-Term Disability Leave-Benefits (introduction change)

Short-term disability leave benefits are available only when a faculty member is on full time disability leave and shall be as follows:

1. first four (4) calendar months with retention of full employment status and with full regular monthly salary payments;
2. the next six (6) calendar months with retention of full employment status and with one-half (1/2) of the full regular monthly salary payments;
3. the next nine (9) calendar months with retention of full employment status and no salary.

.52 9.85 Annual Leave--Twelve-Month Appointments

- A. Faculty on twelve (12) month appointments, unless contracted otherwise, earn annual leave at the rate of twenty-two (22) working days per year. The leave is computed on the year beginning September 1 and ending August 31. The leave may be taken at any time up to the following December 31 when all leave from the previous year normally expires.
- B. The annual leave policy for administrators and personnel on twelve (12) month appointments, printed in the Central Washington University Policies and Procedures Manual, normally applies in these cases.

Delete

- C. ~~A faculty member on a twelve (12) month appointment may request that vacation time not to exceed twenty-two (22) working days be deferred to one (1) year. The objective must be leave that is of substantial advantage to the university. Satisfactory arrangements must be made to handle the duties of the faculty member in his absence without great additional expense to the university. Application must be made before October 1 following the period of time in which the leave was earned.~~

9.92 Phased Retirement Policy

This section incorporates into the Code all of the Phased Retirement Policy, with two changes passed by the Senate on April 18 and May 2.

.55 10.10

- B. A recommendation for disciplinary action may be submitted to the vice president for academic affairs or the president by anyone with substantial evidence or alternatively it may be transmitted by or through the faculty member's immediate or principal administrative supervisor.

The principal administrator, the vice president for academic affairs or the president shall mail to the faculty member so charged a copy of the charges within ((five (5)))ten (10) working days of their receipt.

3.60 11.10 ((Termination for ))Release of Contract--Medical Reasons

((Termination))Release by the university of a tenured appointment, the continuing appointment without tenure of teaching associates, or of a special or administrative or probationary appointment before the end of the period of appointment, for medical reasons, will be based upon clear and convincing medical evidence which shall, if the faculty member so requests, be reviewed by the Faculty Grievance Committee or in formal hearing before a final decision is made by the Board of Trustees of the university on the recommendation of the president of the university. The university has the right to demand examination by a licensed physician it chooses, at its expense.

3.69 12.25 Grievance Procedure((--Personnel Coverage))

[Note: The following paragraph combines 3.80A and 3.61A.]

- A. The grievance procedure hereinafter described is open to all faculty members, including part-time teaching faculty (except students) and adjunct professors, clinical appointees, research associates and senior instructors who feel aggrieved in any matter relating to their employment. The Faculty Grievance Committee may accept a petition for review from a group of faculty members when substantially similar or identical complaints are made. The Faculty Grievance Committee shall decide the issue of similarity and identity of complaints.

- 3.71 13.10 E. A member of the Faculty Grievance Committee shall remove himself from the case if he deems himself biased or has a personal interest in its outcome. Faculty Grievance Committee members of the same department as the grievant or grievants shall not serve at the hearing. ((Each party shall have the privilege))

"Within ten (10) working days after the filing of a petition, each party shall have the privilege of one challenge of the grievance committee's membership without stated cause and unlimited challenges for stated bias of interest. A majority of the grievance committee members must be satisfied that the challenged member cannot hear the issue impartially before the member is disqualified.

- p.72 13.10 I. The Faculty Grievance Committee shall file its findings and recommendations with the president of the university within ((five (5)))ten (10) working days after the conclusion of the informal hearing. There shall be no review by the Faculty Senate.

- J. Within ((five (5)))ten (10) working days of the receipt of the findings and recommendations of the Faculty Grievance Committee, the president or his designee (or the chairman of the Board of Trustees in the event that the president is a party to the grievance) shall inform all parties to the case, the chair of the Faculty Grievance Committee and the Faculty Senate chair in writing of his decision. The action of the president or his designee shall constitute notice of the final decision in the informal hearing review procedure.



5.73 13.20

- L. The Faculty Grievance Committee shall file its findings and recommendations with the president, the chair of the Faculty Senate, and the parties within ((five (5)))ten (10) working days after the conclusion of the informal hearing. Within ((five (5)))ten (10) working days of the receipt of the findings and recommendations of the Faculty Grievance Committee, the president or his designee shall inform all principals to the case, the chair of the Faculty Grievance Committee and the Faculty Senate chair of his decision. This action of the president or his designee shall constitute notice of the final decision in the informal hearing procedure.
- M. If the faculty member disagrees with the final decision in the informal hearing procedure, he may request a formal hearing on the matter by directing a written request to the president or his designee within ten (10) days after receiving notice of the final decision. The president or his designee shall pass the written request on to the chairman or, in the absence of the chairman, the vice chairman or another member of the Board of Trustees within ((five (5)))ten (10) working days after receiving the request for a formal hearing.

Informational note: The Code Committee has withdrawn all changes suggested for sections 14.10, 14.15, 14.20, 14.25. The chapter will be titled Selection of Department Chairs.

5.80 15.20 D. Summer ~~appointments~~ salaries are prorated according to load. ~~and/or salary.~~

5.80 15.30 Unless otherwise provided in this code, the salaries for regular university faculty teaching shall be at least twelve credits during the full summer session, in addition to their regular academic contract year, shall be 2/9 of the salary for the previous academic contract year.  
Salary shall be prorated for a partial load based on credits taught.

Central  
Washington  
University



Department of Education  
Black Hall  
Ellensburg, Washington 98926

May 29, 1984

REC

MAY 31

FACULTY SENATE

Dr. Philip Backlund, Chair  
Faculty Senate  
CWU Campus

Dear Phil:

I am writing to inform you of my decision to resign as the Education Department's at-large senator. I find I have over extended myself with campus obligations and feel I couldn't give my best effort to the Faculty Senate.

I regret this decision and apologize for any inconvenience it may have caused.

Sincerely,

  
TMY

Timothy Young  
Assistant Professor

sd